



City of O'Fallon
Computerized Maintenance Management System
Request for Proposals #24-020

CITY OF O'FALLON, MISSOURI

REQUEST FOR PROPOSALS

RFP NUMBER 24-020

COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS)

February 9th, 2024

INCLUDED ARE:

Proposal Instructions

Terms and Conditions

Scope of Work

Proposal Form

Attachment A

City Contractor Agreement

State Wage Rates

CITY OF O’FALLON, MISSOURI

PROPOSAL INSTRUCTIONS

PURPOSE

The proposed work includes but is not limited to: installation deployment, and maintenance of a Computerized Maintenance Management System, Ignition SCADA integration of said solution, deployment of a work order management tool, record keeping functions, predictive and preventative maintenance tools, within the City of O’Fallon’s Water and Wastewater Treatment Facility, nine Drinking Water Wells, seven Drinking Water Towers, and eighteen Lift Stations. The bid will consist of a (5) five-year contract with an optional (1) one time (5) five-year contract renewal. The RFP states the overall scope of services desired and specific functionality as well as required vendor qualifications. The decision made by the City to select the contractor based on qualifications is final. The City reserves the right to reject any or all applications, in whole or in part, as may be in its best interest and to waive minor irregularities and informalities.

This RFP provides prospective companies with sufficient information to enable them to prepare and submit proposals for consideration by the City of O’Fallon (hereafter referred to as “the City”) to satisfy the needs as outlined in the scope of services.

SCHEDULE OF ACTIVITIES

Release and advertisement of RFP:	February 9 th , 2024
Mandatory Site Visit	February 20 th , 2024 1:00 pm
Deadline for submission of questions:	February 22 nd , 2024 12:00 pm
Proposal submission deadline:	February 29 th , 2024 12:00 pm
Evaluation of proposals:	March 4 th 2024, through March 8 th 2024.
Interviews of potential candidates (if necessary):	Week of March 11 th , 2024
Recommendation to Council / Potential Award:	March 2024

PROPOSAL SUBMISSION

Sealed proposals must be received by the City of O’Fallon, Missouri; Purchasing Office, 100 North Main Street; O’Fallon, Missouri 63366 prior to February 29th, 2024 at 12:00PM (prevailing central time). Each proposal shall consist of one (1) original (identified as such), five (5) copies (identified as such) and one (1) electronic copy on flash/thumb drive of the complete proposal. The file submitted on flash/thumb drive shall include all attachments and signatures, where applicable.

The proposal must be signed by an authorized representative of the company. Include the name, title, office address, and office telephone of the primary contact person. Proposals may be withdrawn by notifying the City in writing prior to the deadline.

It is the responsibility of the proposer to ensure that their proposal is received in the Purchasing Office, prior to the deadline. Companies mailing proposals should allow ample mail delivery time to ensure timely receipt of their proposals. Proposals received after the deadline for receipt of proposals will not be opened or considered.

Proposals must be clearly identified as a proposal for the City of O’Fallon, Missouri “**RFP # 24-020 – Computerized Maintenance Management System**” and shall show such information on the outside of the proposal packet. Proposals will not be accepted by facsimile or email transmittal.

QUESTIONS

All questions must be submitted in writing to Christine Grabin, Purchasing Agent, no later than 12:00 P.M. (CST) on February 22, 2024 via email cgrabin@ofallon.mo.us. The City will only respond by the end of day on February 26, 2024 to questions from Respondents. Answers to questions will only be distributed via addendum and posted on our website. <http://www.ofallon.mo.us/bid-opportunities>

AMENDMENTS TO RFP

In the event it should be necessary to revise any portion of this RFP, addenda will be provided to all proposers who received the original RFP from the City of O’Fallon. This does not relieve the submitting company the responsibility of regularly checking the City website listed below for updates regarding any addenda associated with this proposal request. Addenda are available at: <https://www.ofallon.mo.us/bid-opportunities> . If you received this RFP by means other than the bid system, you must furnish your company name, address, and telephone number to the Purchasing Agent identified in the Proposal Instructions section in order to receive any addendum to this RFP. Proposers shall acknowledge receipt of each addendum issued in the space provided on the RFP form.

END OF PROPOSAL INSTRUCTIONS

CITY OF O'FALLON, MISSOURI

TERMS AND CONDITIONS

QUALIFICATIONS:

The City of O'Fallon may make such investigations as deemed necessary to determine the ability of the proposer to perform the work and the proposer shall furnish to the City all such information and data for this purpose as the City may request.

All companies shall be licensed, insured, and bonded and shall furnish satisfactory evidence to the City that they have previously performed/provided the types of services as specified below.

LAWS AND ORDINANCES, REGULATIONS, LICENSING FEES:

Proposer shall conform to all rules, regulations, ordinances, laws, or directives set forth by the City of O'Fallon and/or the State of Missouri.

LAW GOVERNING:

All State of Missouri and/or Federal Laws shall be hereby specifically made a part of this contract as set forth herein.

NON-DISCRIMINATING:

The Contractor, its employees and subcontractors, agree not to commit unlawful discrimination and agree to comply with applicable provisions of the U.S. Civil Rights Act and Section 504 of the Federal Rehabilitation Act, and rules applicable to each.

Firm shall comply with Section 285.525 – 285.550 RSMo regarding enrollment in a federal work authorization program. **A signed, notarized affidavit (attached) and supporting documentation affirming enrollment in a federal work authorization program must be submitted with proposal. Failure to comply with this provision may result in rejection of proposal.**

E-VERIFY:

Company shall be E-verify compliant and shall provide documentation to support this requirement within the proposal including the memorandum of understanding (MOU) and the electronic signature page completed in its entirety.

METHOD OF AWARD / SELECTION:

The proposals will be evaluated by the City. A response summary of proposals will be available by contacting Christine Grabin, Purchasing Agent. The response summary will only include the names of the companies that submitted proposals that were delivered by the required RFP submittal date and time. Until award of the contract, the Responses shall be held in confidence and shall not be available for public review.

TERMS/CANCELLATION AND DAMAGES:

This contract may be terminated by either or both parties upon thirty (30) days written notice or upon mutual agreement of both parties.

If the City, because of the Vendor's breach, terminates this Contract, the City shall have the right to purchase service elsewhere and to charge the Vendor with any additional cost incurred.

Notwithstanding the above, the Vendor shall not be relieved of any liability to the City for damages sustained by the City by virtue of any breach of this contract by the Vendor and the City may withhold any payments to the Vendor until such time as the amount of such damages due the City from the Vendor shall be determined.

PRICING:

This request for proposal is a five (5) year agreement. The pricing stated by the respondent in the cost proposal section shall remain firm for a one (1) year period from the start date of the contract. Increases to the rates may be considered on a yearly basis at the written request of the successful proposer. Cost increases in labor and/or equipment rates shall be no higher than the one year percentage increase of Consumer Price Index as compiled by the United States Bureau of Labor Statistics. Price decreases are allowed at any time.

RENEWAL & EXTENSION:

The successful proposer will be awarded a five (5) year agreement effective the date of award. At the City's option, the agreement may be renewed for one (1) additional five (5) year period. **In no event shall the term plus renewals exceed ten (10) years.**

The items or services purchased under this agreement may be subject to a price increase at the time of renewal, by mutual agreement. The exact increase or maximum percent increase shall be indicated on the price sheet of the proposal packet. Request for a price increase for each period must be presented to the City at least sixty (60) days before the expiration of the current agreement. If a request for increase is not presented, the prices will remain. Price decreases are allowed at any time.

CONTACT WITH CITY OF O'FALLON PERSONNEL:

As specified above, all contact with the City should be channeled through the Senior Plant Engineer. No contact with other City employees, officials, or City Council members is to be made by responding proposers throughout the entire process.

RESPONSE MATERIAL OWNERSHIP:

All proposals become the property of the City of O'Fallon, Missouri upon receipt and will only be returned to the proposer at the City's option. Selection or rejection of the proposal will not affect this right. The City shall have the right to use all ideas or adaptations of the ideas contained in any proposal received in response to this RFP. Disqualification of a proposal does not eliminate this right.

PROPRIETARY INFORMATION:

All material submitted in response to this RFP will become public record and will be subject to inspection after an Intent to Award notice is issued. Any material requested to be treated as proprietary or confidential must be clearly identified and easily separable from the rest of the proposal. Such request must include justification for the request and approval by the City Clerk. Neither cost or pricing information nor a total proposal will be considered proprietary.

CONFIDENTIALITY:

The proposer agrees that it will not permit the disclosure or duplication of any information received from the City or stored on City systems unless such disclosure or duplication is

specifically authorized in writing by the City, or as required by law.

The City agrees that it will not disclose or duplicate any information designated in advance by the proposer as “Confidential/Proprietary” information to any person (other than City personnel who must have access to such information) unless such duplication, use or disclosure is specifically authorized in writing by the proposer or is required by law. The term “Confidential/Proprietary” does not include ideas, techniques, or concepts that are in the public domain.

EVALUATION RIGHTS:

The City reserves the right to: a) reject any or all proposals, or to make no award, b) require modifications to initial proposals, c) make partial or multiple awards, or d) further negotiate costs submitted in proposals. The City reserves the right to award the contract in any manner deemed in the best interest of its citizens.

REJECTION OF PROPOSALS:

The City of O’Fallon, Missouri reserves the right to reject any or all proposals received in response to this RFP, or to cancel this RFP if it is in the best interest of the City to do so. Failure to furnish all information or to follow the proposal format requested in this RFP may disqualify the proposal. Any exception to the Scope of Work must be identified in the proposal.

INCURRING COSTS:

The City of O’Fallon, Missouri shall not be obligated or be liable for any cost incurred by proposers prior to issuance of a contract. All costs to prepare and submit a response to this solicitation shall be borne by the proposer.

SUBMISSION OF PROPOSALS AND SUPPLEMENTAL MATERIALS:

Proposals shall be submitted to the Purchasing Office. If supplemental materials are required or requested, then they must be submitted to the Purchasing Office as part of the proposal. Supplemental materials will not be accepted after the proposals have been opened, unless requested by the Purchasing Office. Submission or distribution by the company of unsolicited supplemental materials to City employees or Officials may result in rejection of the proposal.

DISCRIMINATION POLICY:

The City of O’Fallon advises the public that it does not discriminate against any person on account of race, color, religion, creed, sex, age, ancestry, or national origin, and that such nondiscrimination is extended to procurement of materials and/or the provision of municipal services.

WAIVER:

The City reserves the right to waive any variances from the original RFP in cases where the variances are considered to be in the best interest of the City.

INSURANCE:

The firm or company that is awarded a contract shall maintain during the life of the agreement and furnish to the City the appropriate Professional Liability, Commercial

General Liability, and Workers Compensation insurance certificates listing the City of O’Fallon as an “Additional Insured” during the Term of the Agreement, and a copy of such “Additional Insured” endorsement must accompany the certificate.

INDEMNITY:

The proposer shall, at all times, fully indemnify, hold harmless, and defend the City and its officers, members, agents, and employees from and against any and all claims and demands, actions, causes of action, and cost and fees of any character whatsoever made by anyone whomsoever on account of or in any way growing out of the performance of this contract by the proposer and its employees, or because of any act or omission, neglect or misconduct of the proposer, its employees and agents or its subcontractors including, but not limited to, any claims that may be made by the employees themselves for injuries to their person or property or otherwise.

Such indemnity shall not be limited by reason of the enumeration of any insurance coverage herein provided.

Nothing contained herein shall be construed as prohibiting the City, its directors, officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, actions or suits brought against them.

The proposer shall likewise be liable for the cost, fees and expenses incurred in the City’s or the proposer’s defense of any such claims, actions, or suits.

GUARANTEE AND WARRANTY OF WORK:

Unless provided otherwise, the Contractor shall guarantee all work covered under this contract against defects resulting from the use of substandard materials, equipment or workmanship one (1) year from the date of final acceptance by the City.

PAYMENT TERMS AND CONDITIONS:

The City’s payment terms are Net 30 days. The City is exempt from Missouri sales and use taxes and will not pay taxes for any product or service. A copy of the City’s tax exempt certificate shall be presented to the firm or company that is awarded a contract.

PREVAILING WAGE LAWS:

This project shall follow the prevailing wage requirements listed in the general provisions; however, if the bid is less than \$75,000.00 prevailing wage will not be required.

- A. State of Missouri: On projects involving Public Works or Public Funds, it is the statutory policy of the State of Missouri that “a wage of not less than the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed, shall be paid to all workmen employed by or on behalf of any public body, engaged in Public Works, exclusive of maintenance work.” In compliance with Missouri State Law, the following stipulations are made a part of this contract:
 - 1. The schedule of occupational classifications and minimum hourly wage rates applicable to this project are to be attached and made a part of the Contract Documents.
 - 2. The general prevailing rate for legal holidays and overtime work, as determined by the

Industrial Commission, and as attached herein, shall be paid all workmen.

3. The CONTRACTOR shall forfeit as a penalty to the state, county, city, town, district, or other political subdivision on whose behalf the contract is made or awarded \$10.00 for each workman employed, for each calendar day, or portion thereof, such workman is paid less than the said stipulated rates for any work done under this contract, by him or by any subcontractor under him. Section 290.250, RSMo.
 4. All bonds furnished by this CONTRACTOR shall include such provisions as will guarantee the faithful performance of the prevailing hourly wage clause as provided by this Contract.
 5. A clearly legible statement of all prevailing hourly wage rates to be paid all workmen employed in order to execute this Contract and employed on this project shall be kept posted in a prominent and easily accessible place at the site thereof by each CONTRACTOR and subcontractor engaged in this project under the Prevailing Wage Law Section 290.210 through 290.340 as amended R.S. No. 1994, effective October 13, 1994; and each notice shall remain posted during the full time that any such workmen shall be employed on the project.
 6. Upon completion of construction and before final payment can be made from this project; the CONTRACTOR shall file an "Affidavit of Compliance with the Prevailing Wage Law". No payment can be made unless and until this affidavit is filed in proper order.
- B. The Prevailing Wage document to be utilized throughout the duration of the construction contract is the one that is "In Effect" as posted with the Missouri Department of Labor and Industrial Relations at the time of the first day of the project Advertisement.

The Prevailing Wage document as attached to these specifications, for all intents and purposes is meant to reflect the most current version at the time of the bid opening and if for some reason the one included with these specifications is out-of-date, then one that would have been in effect at the time of the advertisement will prevail.

Inquiries concerning this Request for Proposals shall be directed to:

Christine Grabin
Purchasing Agent
Finance Department
City of O'Fallon
100 N Main St.
O'Fallon MO 63366
636-379-5527
cgrabin@ofallon.mo.us

END OF TERMS AND CONDITIONS

CITY OF O'FALLON, MISSOURI

RFP NUMBER 24-020

SCOPE OF WORK

The City is seeking proposals for Computer Maintenance Management (CMMS) Software with SCADA integration, including but not limited to: start up, programming, staff training, and (5) five year CMMS maintenance contract.

Site Visit:

Proposer is **required** to visit each site to familiarize themselves with the current City SCADA infrastructure. A site visit will begin at the O'Fallon Water Treatment Plant (WTP), 321 Firma Road, O'Fallon, MO 63366 on February 20th, 2024 1:00 pm. **This site visit is mandatory and will be the only site visit allowed for this RFP.**

Award of Contract / Evaluation Criteria:

RFPs will be evaluated based on, but not limited to, items "A" through "K" as listed in the scope of work. The City reserves the right to select the Proposer who best meets the "overall" needs of the City of O'Fallon based primarily on the following criteria (not listed in any order of importance):

- Fees (5 Points)
- Experience in performing the requested services. (5 Points)
- Quality of Work on Previous City Projects or Favorable References (10 Points)
- Quality of Proposed Software Interface (graphics & user interface) (10 Points)
- Local/Geographical Preference (5 Points)
- Completeness and Professionalism of the Proposal (5 Points)

(40 Total Points)

The contract will be a five (5) year commitment with up to one (1) additional five (5) year renewal.

Once a tentative agreement has been formulated, a recommendation will be presented to the City Council for review and approval. At any time prior to the award of contract, the City may modify its choice of a selected business if circumstances indicate it would be in the best interest of the City.

In the event the selected business does not execute the contract within fourteen (14) calendar days after the Council awards the contract, the City may notify the business of intent to contract with the next most qualified business or call for new proposals.

CITY OF O'FALLON, MISSOURI

PROPOSAL FORM

Signature of proposer indicates that the proposer understands and will comply with all terms and conditions and all other specifications made a part of this Request for Proposals and any subsequent award or contract. All terms, conditions and representations made in this invitation will become an integral part of the contract.

In compliance with this Request for Proposal Number 24-020 and to all the conditions imposed herein, the undersigned offers and agrees to provide CMMS contract services for the City of O'Fallon in accordance with the scope of services and intent of the request for proposals contained herein.

Proposal Form shall be attached to respondent's proposal.

Indicate whether: () Individual; () Partnership; () Corporation

Incorporated in the state of: _____

COMPANY: _____

SIGNATURE: _____

ADDRESS: _____

PRINTED NAME: _____

CITY: _____

TITLE: _____

STATE/ZIP: _____

PHONE NO.: _____

TAX ID NO.: _____

DATE: _____

EMAIL ADDRESS: _____

Acknowledge the receipt of addenda by initialing box below as appropriate.

Addenda 1 _____ Addenda 2 _____ Addenda 3 _____ Addenda 4 _____

PROPOSAL FORM (continued)

Submittal Information:

Required	Included (Y/N)
A statement of qualifications related to CMMS contract services.	
The proposed CMMS (see attachment A).	
Copies of any agreements the proposer would like the City to consider as part of acceptance of this proposal.	
References.	
Subservice Providers.	
Office location.	
Any other information deemed relevant by proposer.	

(SEAL - IF PROPOSAL IS BY A
CORPORATION)

ATTEST:

SEAL

Name:_____

Signature:_____

Date:_____

Attachment A

City of O'Fallon Water Computer Maintenance Management System CMMS

SCOPE OF SERVICES

The proposed work includes but is not limited to: installation deployment, and maintenance of a Computerized Maintenance Management System, Ignition SCADA integration of said solution, deployment of a work order management tool, record keeping functions, predictive and preventative maintenance tools, within the City of O'Fallon's Water and Wastewater Treatment Facility, nine Drinking Water Wells, seven Drinking Water Towers, and eighteen Lift Stations. The bid will consist of a (5) five year contract with an optional (1) one time (5) five year contract renewal

GENERAL REQUIREMENTS

Proposer shall be responsible to fully inform themselves of the project requirements and obtain full understanding of the elements of work to be performed within this project.

Proposer is required to visit each site to familiarize themselves with the structures and surroundings prior to submitting their proposal. A site visit will begin at the O'Fallon Water Treatment Plant (WTP), 321 Firma Road, O'Fallon, MO 63366 on February 20th, 2024 1:00 pm. This site visit is mandatory and will be the only site visit allowed for this RFP.

Contractor is solely and exclusively responsible for construction means, methods, technologies, and site safety.

TERMS

See Attached City Contractor Agreement

COMPLETE SERVICE MAINTENANCE PROGRAM - MINIMUM REQUIREMENTS SYSTEM INFRASTRUCTURE

Cloud CMMS / Web Access: The CMMS platform shall be a Cloud based solution, hosted and accessed over the internet. It shall allow access to the system from anywhere with an internet connection, eliminating the need for local infrastructure and allowing the convenient management of maintenance operations through a web browser, making it easy to collaborate, track assets, schedule work orders, and more.

Mobile App: The CMMS shall provide a mobile application that enables access to the system and perform maintenance tasks using smartphones or tablets. The mobile app shall be designed to empower technicians and operators to manage work orders, view assets, update inventory, record maintenance activities, and complete inspections while working in the field. It shall allow for real-time updates and enhances communication and efficiency.

Multi-Language: The CMMS platform shall support multiple languages (English, Danish, French (Canada), French (France), German, Italian, Norwegian, Polish, Portuguese (Brazil), Portuguese

(Portugal), Russian, Spanish, Swedish, Thai), making it accessible to users around the world. It shall enable users to select their preferred language interface, ensuring ease of use and better user adoption.

Multi-Time Zone: The CMMS shall facilitate collaboration and coordination between teams located in different regions. It shall allow users to set their respective time zones in the system, ensuring accurate scheduling, work order tracking, and reporting.

Multiple Currencies: The CMMS shall support multiple currencies enabling users to enter and track maintenance costs, budget in different currencies, and generate financial reports in the preferred currency.

Multi-tiered Deployment Model: The CMMS shall allow for multi-tiered deployment in varying capabilities based on user counts.

DATA MIGRATION

Data Import Tool: The CMMS Platform or provider shall provide a data import tool that provides the following required capabilities: **Seamless Data Import:** The Import Tool shall enable seamless and efficient transfer of data from various external sources, such as spreadsheets or CSV files, directly into the CMMS platform. This tool shall simplify the data migration process, reducing the manual effort required for implementation and minimizing the risk of errors.

Flexible Mapping: The Import Tool shall provide the flexibility to map fields from the external data source to the appropriate fields in the CMMS platform. This allows users to align and match the data fields correctly during the import process. The tool shall support both one-to-one and many-to-one mapping options, ensuring that the data is accurately transferred.

Data Validation: The Import Tool shall include intelligent data validation capabilities to ensure the accuracy and integrity of the imported data. It shall perform validations on field values, data types, and specific business rules to identify any inconsistencies or potential errors. This helps maintain the data quality and reliability within the CMMS platform.

Scalability: The Import Tool shall be designed to handle large volumes of data, making it suitable for organizations with extensive asset databases or complex data records.

Audit Trail: The Import Tool shall maintain an audit trail of the imported data, providing a detailed record of the imported records, their source, and any modifications made during the import process. This audit trail ensures transparency and enables traceability, making it easier to troubleshoot and identify any issues that may arise during data migration.

ASSET MANAGEMENT

Asset Tracking (Equipment and Facilities): The CMMS shall allow for tracking both equipment and facility assets, providing a comprehensive view of asset inventory.

Asset Cost History: The CMMS shall maintain a complete history of assets' costs over time allowing easy analysis and tracking of expenses related to maintenance, repairs, and replacements.

Equipment Bill of Materials: The CMMS shall easily create and manage equipment Bill of Materials (BOMs). BOMs provide an itemized list of components and materials required for the construction, maintenance, and repair of equipment.

Equipment Specifications: The CMMS shall allow the storage of detailed equipment specifications, such as make, model, serial numbers, and technical details that can be leveraged to assist in effectively managing and maintaining assets.

YTD and Lifetime Costs (Labor, Material, Purchases): The CMMS shall provide robust reporting capabilities to track year-to-date (YTD) and lifetime costs associated with labor, materials, and purchases for each asset. This information helps evaluate asset performance and cost analysis.

Department and Cost Center Tracking: The CMMS shall track assets and associated costs by department and cost center enabling efficient cost allocation and budgeting across different areas of the organization.

QR codes & bar codes scanning: The CMMS shall support QR codes and barcodes scanning, allowing for quick and easy asset identification, updates, and data retrieval using mobile devices or scanners.

GPS Asset mapping: The CMMS shall integrate GPS asset mapping that enables the visualization and location of assets geographically, facilitating efficient asset management across multiple locations.

Multi-site capability: The CMMS shall have the capability to support multiple user sites, allowing the management of assets and maintenance operations across multiple locations or facilities from a single platform.

Rotating assets, spares & rebuilds: The CMMS shall facilitate the management of rotating assets, spare parts, and rebuilds helping to keep track of asset availability, maintenance schedules, and parts inventory for efficient maintenance planning.

GIS interface: The CMMS software shall offer a Geographic Information System (GIS) interface, which integrates asset data with geospatial information allowing the visualization of assets and their locations on maps, enabling better decision-making.

Custom Fields on Asset Records: The CMMS shall support customized asset records by adding specific fields tailored to the organization's needs. This flexibility allows for the capture additional information relevant to the asset management processes.

Document Management: The CMMS shall store and manage documents related to assets within the CMMS platform. This allows for the maintenance of relevant manuals, schematics, maintenance procedures, and other vital documentation in a centralized location.

Equipment Offline/Online Tracker: The CMMS shall include an offline/online tracker, providing real-time visibility of assets' operational status allowing maintenance teams to prioritize work and identify assets that require immediate attention.

Move Management: The CMMS shall facilitate efficient move management by tracking asset transfers between locations or departments ensuring accurate record-keeping and minimizing disruptions during relocations.

MAINTENANCE

Work Orders: The CMMS shall allow for the creation, tracking, and management of work orders for maintenance tasks. Enables prioritization, assignment, and monitoring the progress of work orders, ensuring timely and efficient completion of maintenance tasks.

Standardized Task Lists / Checklists: The CMMS shall allow the creation of standardized task lists or checklists for recurring maintenance activities. This helps ensure consistency and accuracy in performing maintenance tasks, reducing errors and improving productivity.

Guest Maintenance & Service Requests: The CMMS shall support guest maintenance and service requests, allowing you to efficiently manage and track requests from external users.

Easy Document Attachments on Work Orders: The CMMS shall enable easy document attachments to work orders. Documents include any relevant files, manuals, schematics or images.

Automatic Work Order Email Notifications: The CMMS shall offer automatic email notifications for work orders to specific users, technicians and individuals that have created work requests through the Guest Portal.

Key Performance Indicator (KPI) Reporting: The CMMS shall provide comprehensive reporting capabilities, including Key Performance Indicator (KPI) reporting for work order tracking and analysis of maintenance performance metrics.

Unlimited Work Requesters: The CMMS shall allow for unlimited work requesters, enabling anyone within the organization to submit maintenance requests easily.

PM Forecasting – The CMMS shall provide Preventive Maintenance forecasting capabilities, enabling the planning, and scheduling of maintenance tasks in advance to better allocate and manage maintenance resources.

Scheduled and Preventative Maintenance: The CMMS shall support both scheduled and preventive maintenance activities allowing the creation of recurring maintenance schedules and establish preventive maintenance plans to ensure optimal equipment performance and reliability.

Fixed or Floating PM Triggers: The CMMS shall provide the capability and flexibility in setting PM triggers based on specific time intervals or floating triggers based on equipment usage, or condition, optimizing maintenance scheduling based on operational needs.

Meter & Alarm PM Triggering: The CMMS shall allow for the set-up of meter-based or alarm-based triggers for preventive maintenance. The system can automatically generate work orders based on meter readings or alarms, ensuring timely maintenance based on actual usage or detected anomalies.

Embedded Videos in Tasks: The CMMS shall allow for embedded videos to be linked and displayed in maintenance tasks providing detailed instructions or visuals to technicians.

Nested PM: The CMMS shall allow for the creation of maintenance plans within maintenance plans to help organize and manage complex maintenance tasks efficiently, ensuring all necessary steps are completed.

Multi-Asset Work Orders & Rounds: The CMMS shall support multi-asset work orders and rounds, allowing the grouping of multiple assets together for efficient maintenance planning and execution across multiple assets simultaneously.

Notifications to 3rd Parties: The CMMS shall enable notifications to be sent to third parties, such as external service providers or contractors, to keep them informed about relevant maintenance activities.

Projects/Master Work Orders: The CMMS shall support project management features, allowing the creation of master work orders for larger, multi-step projects to effectively plan, allocate resources, and track progress for complex maintenance projects.

Automated Inspection Handling: The CMMS shall automate inspection handling processes, allowing the creation of inspection checklists, track inspections, and generate work orders based on inspection results to help ensure compliance with regulatory standards and efficient follow-up maintenance tasks.

INVENTORY

Inventory Tracking with Issues and Returns: The CMMS shall provide the capability for effective management and tracking of inventory within the CMMS platform. The CMMS shall provide easy monitoring of the movement of parts within the organization, including issuing parts to work orders and returning them back to the inventory when they are no longer needed.

Automated RFQs: The CMMS shall provide the capability for automated Request for Quotation (RFQ) functionality streamlining the purchasing process. It shall generate RFQs directly from the CMMS platform, saving time and effort. The system shall provide the capability to automatically send RFQs to preferred vendors, allowing them to quickly respond with quotes for the required parts or materials.

Vendor and Manufacturer Management: The CMMS shall provide the capability for the centralization and management of information about vendors and manufacturers within the CMMS. It shall provide the capability for the tracking of various vendors, their contact details, pricing agreements, and performance metrics. Additionally, parts and equipment can be linked to specific manufacturers, making it easier to identify and procure the correct items.

Purchase Requisitions with Receiving: The CMMS shall provide the capability for the creation of purchase requisitions within the CMMS to initiate the procurement process. Purchase requisitions specify the required parts, quantities, and other details necessary for purchasing. Once approved, items can be received and tracked directly within the CMMS platform, ensuring seamless integration with the rest of the maintenance workflows.

Parts integration with ERP: The CMMS shall provide the capability for seamless integration with the Enterprise Resource Planning (ERP) system. This integration allows synchronization of parts and inventory data between the CMMS and the ERP platform.

REPORTING

Filtering Capability: The CMMS shall provide a filtering capability for reports, allowing users to refine and narrow down the data based on specific criteria. Filters can be applied to focus on particular assets, maintenance activities, timeframes, or any other relevant parameters. This enables reports to be tailored to extract the most relevant information for analysis and decision-making.

Native Reporting Capability: The CMMS shall offer a range of built-in reports that are pre-designed and cover various aspects of maintenance operations, such as work orders, inventory levels, equipment performance, and more. The native reporting capability shall provide quick and easy access to essential maintenance insights without the need for extensive customization.

User-Friendly Report Generator: The CMMS shall incorporate a user-friendly report generator that simplifies the process of creating custom reports without extensive technical expertise. The intuitive interface allows the selection of desired data fields and formatting options, making it easier to create customized reports that meet the needs of any desired specific requirements.

Reports & Report Scheduler: The CMMS shall enable the generation of reports on-demand or schedule them for automatic generation at specific intervals from a variety of available reports or from custom created reports as needed, as well as automatically deliver reports to selected individuals.

Custom Report Builder: The CMMS shall provide the capability of a custom report builder, allowing the creation of reports tailored to unique requirements. It shall provide an easy interface

to select and organize data fields, apply filters, set desired visualizations, and determine the report's layout. The custom report builder shall offer flexibility and control, enabling the generation of reports that deliver the precise information needed for effective analysis and decision-making.

Dashboard (Real Time): The CMMS platform shall include a real-time dashboard that provides an overview of key maintenance metrics and KPIs. The dashboard shall present data in a visually appealing and easily digestible format, allowing the monitoring of the health of maintenance operations in real time to help identify trends, spot potential issues, and make informed decisions quickly.

Database API for BI Tools: The CMMS shall offer a database API that allows the integration of the data stored within the CMMS platform with Business Intelligence (BI) tools. This integration provides the capability to extract, transform, and load CMMS data into preferred BI tools of choice unlocking the power of advanced analytics and visualization techniques for in-depth maintenance reporting and analysis.

MOBILE ACCESS

Mobile on-boarding: The CMMS shall allow users to easily onboard new mobile devices onto the CMMS platform to simplify the process of adding mobile devices and ensure a seamless experience for new users.

Mobile & tablet: The CMMS platform shall be compatible with both mobile phones and tablets. At a minimum it shall be compatible with Android and IOS devices. It shall offer a user- friendly interface that is optimized for different screen sizes, allowing users to access and manage their maintenance tasks conveniently on a variety of devices.

Asset tagging & barcode scanning: The CMMS shall allow users to tag assets with unique identifiers, such as barcodes or QR codes. By scanning these barcodes with their mobile devices, users can quickly access detailed asset information, update asset statuses, and perform maintenance tasks associated with the assets.

Offline mode: The CMMS platform shall provide the capability to perform maintenance tasks in an offline mode without an internet connection. When the device is back online, the data shall be synchronized with the CMMS platform.

Work Orders: The CMMS platform's Mobile Access shall enable users to create, review, and manage work orders directly from their mobile devices. Users can assign tasks, set due dates, track progress, and close out work orders, providing a streamlined mobile workflow for maintenance activities.

Parts Consumption: The CMMS shall allow for users to track and manage parts consumption directly from their mobile devices. They can record part usage against work orders, track inventory levels, request new parts, and ensure efficient maintenance operations by having real-time visibility into part usage.

Asset information lookup: The CMMS shall allow users to search for and access essential information about assets through their mobile devices, such as asset history, manuals, specifications, and related documentation.

SECURITY

Multi-level access level for users: The CMMS platform shall provide a multi-level access system for users. This allows administrators to assign different levels of access to individuals or groups based on their roles and responsibilities, reducing the risk of unauthorized access.

SSL Encryption: The platform shall utilize SSL (Secure Sockets Layer) encryption to establish a secure connection between the user's web browser and the CMMS servers, to protect sensitive information and ensure that data transmitted between the user and the platform remains private and secure.

Minimum password strength protection: The CMMS shall incorporate minimum password strength protection to enforce strong password policies. Users must create passwords that meet certain criteria, such as a minimum length, a combination of uppercase and lowercase letters, numbers, and special characters.

CAPTCHA on failed log-on: To prevent automated attacks and unauthorized access attempts, the CMMS shall implement CAPTCHA (Completely Automated Public Turing test to tell Computers and Humans Apart) on failed log-on attempts.

Multi-factor authentication: The CMMS shall support multi-factor authentication (MFA), to add an additional layer of security to the login process. With MFA enabled, users shall be required to provide multiple pieces of evidence to verify their identity, to ultimately strengthen the authentication process for user verification.

Data backups: The CMMS platform shall employ regular data backups to ensure the integrity and availability of users' data. Backups are to be performed at regular intervals and securely stored to protect against data loss in the event of hardware failures, accidental deletion, or other unforeseen circumstances ensuring business continuity and safeguard critical information.

Single Sign-On Compatibility: The CMMS shall support Single Sign-On (SSO) compatibility, allowing users to seamlessly access the platform using their existing corporate credentials.

SUPPORT

Automatic Product Upgrades: The CMMS platform shall automatically install updates and new versions, always keeping it up to date with the latest improvements and enhancements, saving time and effort while keeping the system functioning smoothly.

On-boarding & Walkthrough: The CMMS shall provide onboarding assistance to help get started with the platform quickly and efficiently, offering step-by-step walkthroughs, guided setup, and configuration processes.

Embedded Video Tutorials: The CMMS shall include embedded video tutorials that provide visual demonstrations and instructions on how to use different features and functionalities.

Helpdesk: The CMMS provider shall offer a helpdesk as a support channel that provides assistance and guidance with troubleshooting issues, answering questions, and providing solutions to any challenges that may be encountered while using the platform.

Local Business Hours: The CMMS platform provider shall offer support during local business hours, ensuring that access to assistance when needed most and helping to facilitate timely resolutions and minimizes any downtime experience.

Training: The CMMS shall provide training resources, including online courses and documentation, to help users understand and utilize the platform effectively, to improve the knowledge and skills of those using the CMMS to optimize maintenance workflows.

Dedicated Customer Service Representative: The CMMS provider shall assign a dedicated customer service representative as a single point of contact with the CMMS' support team to assist with any technical or operational issues, ensuring personalized and efficient support.

Onsite Implementation Services: The CMMS provider shall offer onsite implementation services through a team of experts that can provide personalized guidance, assist with setup, and ensure a smooth transition to using the platform.

API & CONNECTORS

Third-party apps & integrations: The CMMS platform shall support integration with third-party applications, allowing the extension and enhancement of its functionalities. This enables connection with other software solutions, such as business systems, analytics tools, or IoT platforms, to streamline maintenance operations and leverage additional features.

Machine level data integrations: The CMMS shall allow for the integration with machines and equipment at a granular level, capturing real-time data directly from sensors, devices, or

Commented [KH1]: This section seems to be redundant...

Industrial Internet of Things (IIoT) platforms to provide insights into machine performance, condition monitoring, predictive maintenance, and other key metrics, enabling effective maintenance planning and optimization.

API connect calls: The CMMS platform shall provide the capability for an API (Application Programming Interface) that allows software developers to interact with the system programmatically. API connect calls allow access and manipulation of various CMMS functionalities, such as creating work orders, retrieving asset information, updating maintenance schedules, or generating reports.

SDK and sandbox environment: The CMMS shall allow for a Software Development Kit (SDK) that enables developers to create custom applications or integrations on top of the platform. The SDK provides tools, libraries, and documentation to assist in the development process. Additionally, the CMMS shall allow for a sandbox environment, which is a controlled testing area where experimentation with customizations to ensure their compatibility before deploying them in the production environment.

ERP connectivity: The CMMS shall support connectivity with Enterprise Resource Planning (ERP) systems. This integration allows seamless data exchange between the CMMS and the ERP software, facilitating the synchronization of asset, inventory, procurement, work order, and financial data providing better coordination between maintenance and other business functions, improve data accuracy, and enhance operational efficiency.

REGULATORY & COMPLIANCE

Audit Log: The CMMS shall allow for the tracking and recording of all system activities and changes made by users. It shall provide a detailed record of who performed a specific action, what

changes were made, and when they occurred ensuring transparency and support of regulatory compliance by providing a comprehensive audit trail of system activities.

User Certification Control: The CMMS platform shall be able to manage and control user certifications within the CMMS platform. It shall allow for the definition of specific certification requirements for different roles or tasks, ensuring that only certified personnel can perform certain actions. This capability helps maintain compliance with industry regulations and ensures that only qualified individuals are performing critical tasks.

User Interface: The CMMS platform shall offer a user-friendly interface designed to enhance user experience. The interface shall be intuitive and strategically laid out, making it easy for users to navigate through the system and access the features they need. The user interface shall be designed to streamline workflows, increase efficiency, and reduce the learning curve, ultimately improving user adoption and productivity.

Ease of Use: The CMMS shall emphasize simplicity and ease of use, allowing users to quickly adapt and leverage the platform effectively. The platform shall be designed with user-friendliness in mind, providing clear instructions, intuitive workflows, and logically organized menus. The goal shall be to simplify the maintenance management process and eliminate unnecessary complexities, ensuring that users can manage regulatory and compliance tasks efficiently.

START-UP, COMMISSIONING AND SUPPORT

Factory Authorized Service Representatives: The CMMS shall include and deploy a CMMS Development Program Service consisting of a minimum of 120 hours to assist with the implementation of the software with the city's SCADA system, provided by the City's System Integrator of record. This service is to provide remote and onsite support for integration between the SCADA System and The CMMS software. The System Integrator shall be trained and certified as the Factory Authorized Service Representative for the CMMS manufacturer. The System Integrator must be the local representative and be located within 2 hour of the customers site for support and implementation of the system.

CMMS Kickstart Program: The CMMS shall include a manufacturer Kickstart program consisting of an 8 week scheduled format consisting of Kickoff, Discovery, Configuration, Data Load, Training, Rollout and Project Management. The scheduled format will provide training with the customer to assist in the development of a standardized maintenance program, including the development of dashboards, reports, work orders, maintenance tasks, building of equipment list, planning, scheduling of maintenance intervals and execution of the customer designed CMMS system. The Kickstart program will be provided by the manufacturer and supported by the Factory Authorized Service Representative.

Integration Hub Configuration for SCADA: The CMMS shall have the capability to integrate with the customer's existing SCADA system for direct implementation of SCADA Data of instrumentation, process equipment and other data available for implementation into the CMMS System. The CMMS supplier shall provide training and integration services to assist the customer with implementing such data into their solution. In addition, the Factory Authorized Service Representative shall provide a service contract to assist, support and provide such System Integration services to support the customer for a minimum of five years.

WARRANTY AND MAINTENANCE RESPONSIBILITIES

All materials, parts, equipment, and labor shall be warrantied and maintained for the duration of this contract. This warranty shall include up to full replacement of those

materials, parts, and equipment supplied within the scope of this contract. This warranty shall include all aspects of the CMMS systems.

RESPONSIBILITY

The Service Provider shall be responsible for locking any and all doors, and server accesses. The Service Provider shall be responsible for damages and any repair costs resulting from facilities being left unsecured by the Service Provider.

Service Provider shall furnish all equipment, personnel, tools and labor for work to be performed by the Service Provider.

Service Provider shall keep the premises free at all times from accumulations of unnecessary debris and rubbish. Site cleanup shall be completed in a prompt and timely manner.

Waste materials shall not be buried or burned on the site. Waste materials generated as a result of work performed by the Service Provider shall be removed from the site by the Service Provider and disposed of in a manner complying with all local ordinances and regulatory laws.

Service Provider shall be responsible for all areas of the work site used by their employees and all subservice providers in the performance of work. Service Provider has the right to exclude from the work site all persons (except City employees) who have no purpose related to the work being performed and shall require all persons allowed within the work site to observe the same regulations as required of the Service Provider's own employees.

The City is not responsible in any way for the protection of Service Provider's equipment while attended or unattended.

Service Provider shall be responsible for protection of the site by implementation of all necessary safety precautions to protect the general public. Erection of barriers, placement of cones and signage, and other necessary measures shall be taken to prevent unauthorized persons from entering the worksite at all times.

No claim shall be made against the City by the Service Provider by reason of any act of the Service Provider's employee, Subcontractor, Contractor representative or any trespasser.

The Service Provider shall pay costs to repair damage to City property and equipment resulting from damage caused by the Service Provider.

The City requires very specific schedules for the work to be performed. The Service Provider will be required to follow instructions from the Public Works Department in regard to the schedules.

Any difficulties shall be reported to the Public Works Department designated contact immediately.

The Public Works Department inspector has the right to reject any unsatisfactory work performed. Corrective action must immediately be taken by the Service Provider.

WORKING HOURS

Normal working hours are Monday to Friday 7am to 4pm.

MAINTENANCE AGREEMENT CONTRACT PERIOD

Five (5) year contract period will begin upon contract execution with the City reserving the option to renew for one (1) additional five (5) year period.

PROPOSAL PRICE FORM

All proposals submitted shall have a stated dollar bid amount for providing the services outlined in the above Scope of Services. All proposals shall include a full and complete breakdown of all the costs, and proposed fees including but not limited to hourly rates, reimbursable expenses and/or rates, mileage and/or travel cost, miscellaneous fees, etc., and include a Grand Total Amount to complete this project and fulfill the entire scope of services herein.

DESCRIPTION	PROPOSAL PRICE (PER YEAR)
One Time Software SCADA Integration, Tailoring, & Startup	\$
Per User License Fee – Full System User	\$
Per User License Fee – Work Order Requester Only	\$
Yearly Software License Fee (Software Upgrades to be Included)	\$
Yearly Software Provider O&M Fee – (Detail what is included)	\$
Additional Labor Rate – Software Support & Setup (Detail When This Would Be Required)	\$
	\$
YEARLY GRAND TOTAL	\$

CITY-CONTRACTOR AGREEMENT

THIS AGREEMENT, by and between the City of O'Fallon, Missouri, hereinafter called the OWNER, and _____, a _____, hereinafter called the CONTRACTOR.

WITNESSETH:

WHEREAS, in accordance with law, the OWNER has caused contract documents to be prepared and an advertisement calling for proposals to be published, for and in connection with the **Computer Maintenance Management System (CMMS)**, and

WHEREAS, the OWNER, in the manner prescribed by law, has publicly opened, examined and canvassed the proposals submitted, and has determined the aforesaid CONTRACTOR to be the lowest and best proposer for the work and has duly awarded to the said CONTRACTOR a contract therefore, for the sum or sums named in the CONTRACTOR's proposal, a copy of the Request for Proposal documents being attached to and made a part of this contract;

NOW, THEREFORE, in consideration of the mutual agreements herein, the parties hereby agree, the OWNER for itself and its successors, and the CONTRACTOR for itself and any successors, assigns, and administrators, as follows:

ARTICLE I.

CONTRACTOR shall furnish, at CONTRACTOR's expense, all tools, equipment, supplies, superintendence, transportation, and other construction accessories, services and facilities, all materials, supplies and equipment specified and required for the completed work; and provide and perform all necessary labor in a good, substantial, and workmanlike manner to construct and complete the work as described and required by the plans, specifications, and the proposal for construction of the improvements, all in accordance with the plans, specifications, general conditions, supplementary conditions, instructions to bidders, proposal, and other specified documents, all of which contract documents form the contract, and are as fully a part thereof as if repeated verbatim herein, all work to be done under the direct supervision, and to the entire satisfaction of the OWNER.

ARTICLE II.

CONTRACTOR shall comply in all respects with provisions of the Contract Documents regarding Equal Employment Opportunity, handicapped facilities, nonsegregated facilities, and Missouri Prevailing Wage Law.

ARTICLE III.

OWNER will pay the CONTRACTOR for the performance of the Agreement, in current funds, subject to additions and deductions as provided for in the Contract Documents, the sum of (\$ in figures) (in words) _____ for all work covered by and designated in the proposal. Payment shall be made in the manner and as specified in the proposal TERMS AND CONDITIONS,

ARTICLE IV.

CONTRACTOR shall not sell, transfer, assign or otherwise dispose of this Agreement or any portion thereof without previous written consent of the OWNER. In no case shall the CONTRACTOR assign work amounting to more than **ten (10%) percent** of the total contract amount. No transfer of contract shall release the CONTRACTOR of his liability under the contract and bonds applicable thereto.

ARTICLE V.

The term of this contract shall be five (5) years. This contract shall be renewable, not to exceed four (1) time not to exceed ten (10) years, at the terms of the original contract allowing no more than a 5% increase in unit cost per bid item annually, executable solely at the discretion of the OWNER upon acceptance by the CONTRACTOR, under the CONTRACTOR's understanding that the quantities and aggregate amount of the contract are subject to change. Each renewal shall be for a period of one (1) year and subject to City Council annual budgetary appropriation of the funding for the contract.

ARTICLE VI.

Not Used.

ARTICLE VII.

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either party the contract shall forthwith be physically amended to make such insertion or correction.

ARTICLE VIII.

To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless the CITY, CONSULTING ENGINEER, their consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property other than the Work itself, including loss of use resulting there from, but only to the extent caused in whole or in part by negligent acts or omissions of the CONTRACTOR, a Subcontractor, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity, which would otherwise exist as to a party or person described in this Section.

In claims against any person or entity indemnified under the above paragraph by an employee of the CONTRACTOR, a Subcontractor, or anyone directly or indirectly employed by them or anyone whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the CONTRACTOR or a Subcontractor under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.

The obligations of the CONTRACTOR under this Section shall not extend to the liability of the ENGINEER, the ENGINEER'S consultants, and agents and employees of any of them arising out of (1) the preparation or approval of maps, drawings, opinions, reports, surveys, Change Orders, designs or specifications, or (2) the giving of or the failure to give directions, after requested in writing by the CONTRACTOR, or instructions by the ENGINEER, the ENGINEER'S consultants, and agents and employees of any of them provided such instructions or failure to give is the primary cause of the injury or damage.

ARTICLE IX.

- (a) If the CONTRACTOR is adjudged to be bankrupt, or if the CONTRACTOR makes a general assignment for the benefit of creditors, or if a receiver is appointed on account of the CONTRACTOR's insolvency, or if the CONTRACTOR fails, except in cases for which extension of time is provided, to make progress in accordance with the Construction Schedule, or if the CONTRACTOR fails to make prompt payment to Subcontractors or prompt payment for material or labor, or disregards laws, ordinances or the instructions of the OWNER, or otherwise breaches any provision of the Contract, the OWNER may, without prejudice to any other right or remedy, terminate the Contract by giving written notice to the CONTRACTOR and his surety. Upon such notification the OWNER shall be entitled to take possession of the Work and of all materials and equipment thereon and finish the Work by whatever method the OWNER may deem expedient, which may include, but is not limited to, the OWNER itself completing the work or the OWNER hiring others to complete said work. In such case, the CONTRACTOR shall not be entitled to receive any further payment until the Work is finished. If the unpaid balance of the Contract Sum shall exceed the expenses of finishing the Work, including additional engineering, architectural, managerial and administrative expenses, and liquidated damages, such excess shall be paid to the CONTRACTOR. If such expenses and damages exceed the unpaid balance of the Contract Sum, the CONTRACTOR shall pay the difference to the OWNER promptly upon demand. In the event of termination pursuant to this paragraph, the CONTRACTOR, upon the request of the OWNER, shall promptly:
 - i. assign to the OWNER in the manner and to the extent directed by the OWNER all right, title and interest of the CONTRACTOR under any subcontracts, purchase orders and construction equipment leases to which the CONTRACTOR is a party and which relate to the Work or to construction equipment required therefore, and
 - ii. make available to the OWNER to the extent directed by the OWNER all construction equipment owned by the CONTRACTOR and employed in connection with the Work.
- (b) Performance of the Work hereunder may be terminated by the OWNER by giving three (3) days prior written notice to the CONTRACTOR if the OWNER, in its sole discretion, decides to discontinue or suspend construction. In the event of such termination, as opposed to termination pursuant to paragraph (a) of this Article, the Contract Sum shall be reduced in an equitable manner by agreement between the parties.

ARTICLE X.

This project has been originated by:

City of O'Fallon, Project Management
100 North Main Street
O'Fallon, MO 63366

who will act as the ENGINEER and OWNER in accordance with the Contract Documents.

IN WITNESS WHEREOF, the OWNER has caused these presents to be executed, and the CONTRACTOR has executed two (2) counterparts of this Contract in the prescribed form and manner, effective as of the day and year of the signature of the last party to execute the Contract.

CITY OF O'FALLON, MISSOURI, OWNER

BY: _____ DATE _____
Michael Snowden, City Administrator

ATTEST:

Bess Bacher - City Clerk

_____, CONTRACTOR

BY: _____ DATE _____

(Title)

ATTEST:

(Title)

City of O'Fallon, MO
Request for Proposal Selection Criteria
Computer Maintenance Management Software (CMMS) #24-020

RFP Ranking Sheet

Reviewer:

Date:

	Points Available	Firms		
Fees	1-5			
Experience in Work Required	1-5			
Quality of Work on Previous City Projects or Favorable References	1-10			
Quality of Proposed Software Interface (graphics & user interface)	1-10			
Local/Geographical Preference	1-5			
Completeness and Professionalism of the Proposal	1-5			
TOTAL	max 40			

Additional Info./Notes

Missouri

Division of Labor Standards

WAGE AND HOUR SECTION



MICHAEL L. PARSON, Governor

Annual Wage Order No. 30

Section 092

ST. CHARLES COUNTY

In accordance with Section 290.262 RSMo 2000, within thirty (30) days after a certified copy of this Annual Wage Order has been filed with the Secretary of State as indicated below, any person who may be affected by this Annual Wage Order may object by filing an objection in triplicate with the Labor and Industrial Relations Commission, P.O. Box 599, Jefferson City, MO 65102-0599. Such objections must set forth in writing the specific grounds of objection. Each objection shall certify that a copy has been furnished to the Division of Labor Standards, P.O. Box 449, Jefferson City, MO 65102-0449 pursuant to 8 CSR 20-5.010(1). A certified copy of the Annual Wage Order has been filed with the Secretary of State of Missouri.

Original Signed by

Todd Smith, Director
Division of Labor Standards

Filed With Secretary of State: March 10, 2023

Last Date Objections May Be Filed: April 10, 2023

Prepared by Missouri Department of Labor and Industrial Relations

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Asbestos Worker	\$67.44
Boilermaker	\$31.84*
Bricklayer	\$62.49
Carpenter	\$63.46
Lather	
Linoleum Layer	
Millwright	
Pile Driver	
Cement Mason	\$58.81
Plasterer	
Communications Technician	\$61.76
Electrician (Inside Wireman)	\$72.38
Electrician Outside Lineman	\$61.85
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Elevator Constructor	\$31.84*
Glazier	\$65.84
Ironworker	\$67.73
Laborer	\$51.79
General Laborer	
First Semi-Skilled	
Second Semi-Skilled	
Mason	\$31.84*
Marble Mason	
Marble Finisher	
Terrazzo Worker	
Terrazzo Finisher	
Tile Setter	
Tile Finisher	
Operating Engineer	\$67.95
Group I	
Group II	
Group III	
Group III-A	
Group IV	
Group V	
Painter	\$50.06
Plumber	\$75.54
Pipe Fitter	
Roofer	\$57.87
Sheet Metal Worker	\$72.52
Sprinkler Fitter	\$75.31
Truck Driver	\$31.84*
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. The public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

**The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title as defined in RSMO Section 290.210.

Heavy Construction Rates for
ST. CHARLES County

Section 092

OCCUPATIONAL TITLE	**Prevailing Hourly Rate
Carpenter	\$61.46
Millwright	
Pile Driver	
Electrician (Outside Lineman)	\$61.85
Lineman Operator	
Lineman - Tree Trimmer	
Groundman	
Groundman - Tree Trimmer	
Laborer	\$51.75
General Laborer	
Skilled Laborer	
Operating Engineer	\$66.08
Group I	
Group II	
Group III	
Group IV	
Truck Driver	\$31.84*
Truck Control Service Driver	
Group I	
Group II	
Group III	
Group IV	

Use Heavy Construction Rates on Highway and Heavy construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(3).

Use Building Construction Rates on Building construction in accordance with the classifications of construction work established in 8 CSR 30-3.040(2).

If a worker is performing work on a heavy construction project within an occupational title that is not listed on the Heavy Construction Rate Sheet, use the rate for that occupational title as shown on the Building Construction Rate Sheet.

*The Division of Labor Standards received fewer than 1,000 reportable hours for this occupational title. Public works contracting minimum wage is established for this occupational title using data provided by Missouri Economic Research and Information Center.

**The Prevailing Hourly Rate includes any applicable fringe benefit amounts for each occupational title.

OVERTIME and HOLIDAYS

OVERTIME

For all work performed on a Sunday or a holiday, not less than twice (2x) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work.

For all overtime work performed, not less than one and one-half (1½) the prevailing hourly rate of wages for work of a similar character in the locality in which the work is performed or the public works contracting minimum wage, whichever is applicable, shall be paid to all workers employed by or on behalf of any public body engaged in the construction of public works, exclusive of maintenance work or contractual obligation. For purposes of this subdivision, "**overtime work**" shall include work that exceeds ten hours in one day and work in excess of forty hours in one calendar week; and

A thirty-minute lunch period on each calendar day shall be allowed for each worker on a public works project, provided that such time shall not be considered as time worked.

HOLIDAYS

January first;
The last Monday in May;
July fourth;
The first Monday in September;
November eleventh;
The fourth Thursday in November; and
December twenty-fifth;

If any holiday falls on a Sunday, the following Monday shall be considered a holiday.